

UPPER HEYFORD PARISH COUNCIL
Sarah Morgan-Harris, Clerk to the Council,
Appledaune, Orchard Lane, Upper Heyford, Bicester, OX25 5LD
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Minutes of Parish Council Meeting 7th October 2021 Meeting held at the Village Hall, Upper Heyford

Present: Chair: Jo Allen, Councillors: Paul Weaver, Derek Burrows, Deborah Jones, Janet Tyson Parish Clerk: Sarah Morgan-Harris

Apologies: None

Code of Conduct: The Vice Chair reminded Councillors of the code of conduct requirements under the Localism Act of 2011.

1. **Consideration of Dispensations:** None
2. **Public Forum:** None
3. **Approval of Minutes:** The Council approved the minutes of 9th September 2021 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** Repairs to playground, completed, need to chase up invoice. Manhole cover missing in Orchard Lane, fix my street.
6. **Matters Arising:**
 - a. **Traffic Calming/Gates** – Cllr Weaver has downloaded the first lot of data, 17,000 vehicles have passed through the Village so far (from the Somerton direction), the average speed is 30.2 mph with a car passing through at 65 mph, the majority of speeding cars come in during the morning peak period. Cllr Allen to email Ian Corkin again regarding S106 money, the device is having the desired impact, however, it needs to be moved regularly as it is not a permanent fixture, another one is required for Camp Road. **Action JA**
 - b. **Port Way Crossing** – A solution has been provided and awaiting date to go ahead.
 - c. **Suspicious Activity** – Nothing to report.
 - d. **UHPC Website** – The website is now live, and will be updated with PC agenda, minutes etc.
 - e. **SSE Update** – Paperwork is in with the legal team, a resident came up with a different solution to dig a trench for Heat Upper Heyford. More legal work may be required.
 - f. **Reading Room Window** – Painting of the window required, Lee Mullins asked to do the works Lee to give the PC a date to start.
 - g. **Recreation Playground/CCTV** – The PC have received some quotes, Cllr Weaver to review and make a decision on best viable option. **Action PW**
 - h. **Heat Upper Heyford** – Grant of £40,000 has been approved, await payment in PC bank account. More people are required to fill out the online questionnaire, there is a site visit to North Aston on 30th October at 10am to view their system.
 - i. **School Lane Waste Bin** – Replacement needed, awaiting details from Bicester TC. **Action JA**
 - j. **Football pitch hire** – Costs agreed and invoices to be issued. **Action SMH**
 - k. **Village Parking** – Notices to be placed on vehicles about considerate parking, wording agreed, need to laminate and circulate. Contact Dave from Highways contacted with no response. **Action SMH**
 - l. **New Councillor** – There are 2 interested parties, one has been interviewed a second interview to take place Tuesday 12th October and then a decision will be made.
 - m. **Allotment/Post** – A 6ft pole is required to place sign, Private No Public Right of Way. Cllr Burrows quote sourced at £144.00
 - n. **Ardley Rail Freight Terminal** – Details sent to village email group. Cllr Allen to speak to Martin Lipson about organising a meeting with Victoria Prentis and Ian Corkin **Action JA**
 - o. **Dog mess Church Walk** – Cllr Allen to speak to Pete James regarding ongoing mowing. **Action JA**
 - p. **Bus Shelter outside of the Barley Mow** – The PC believe that the Shelter was built by the PC circa 1960's, the children use it for shelter while waiting for their respective school buses during the Winter and it is also part of Upper Heyford history, the PC are looking at some point in the future to use it as a pop-up event of some sort.
 - q. **Antisocial behaviour in the Village** – The PC have been made aware of various incidents in the Village regarding antisocial behaviour and will continue to monitor the situation.
 - r. **Bonfire Night** – It was agreed that the event go ahead this year. Duncan Hedley to lead on fireworks and Cllr Deborah Jones and Parish Clerk Sarah Morgan-Harris to serve soup and bread.
 - s. **Remembrance Sunday** – Brass Band booked and await invoice details.
 - t. **Flooding Notice** – A letter from CDC was issued regarding land dredging, it was unclear as to responsibilities as current policies are also unclear. Contact Cllr Corkin for advice and clarification and set up a meeting. Cllr Jones to draft a letter to send to Victoria Prentis. **Action DJ**

- u. **Reading Room Brickwork** – Ask Andy (builder on Mill Lane) for a quotation about bowing brickwork. Cllr Burrows to also contact a builder. Cllr Allen to contact Karl Moore. **Action SMH/DB/JA**
 - v. **Orchard Close Working Party** – To go ahead 10th October, thanks needed to Chris Coe and Harry.
7. **Correspondence:**
Nick Westbury will no longer be conducting our yearly account audit, a new accountant is needed for our audit next March 2022.
 8. **New Business:**
Dogs on leads in the Village/dog mess – on the increase again with dogs seen on the Village Green and Recreation Ground.
Continue to monitor
Leaking oil on Mill Lane – Report to fix my street, PC to monitor.
 9. **Current Financial Position:**
 - a. **Current Financial Position:** Parish Clerk briefed the PC and provided financial information.
 10. **Deferred Item Review:**
Storage Shed – working parties needed
Cemetery Project – Up to date records to be provided to the PC
Bus Shelter Pop up ideas
Orchard Close Working Party – awaiting a date from residents
Climate change project.
250 Bus service.
Village Planters
 11. **Planning:**
21/03190/F – Land North of Camp Road, objection from the PC to be submitted
 12. **Any Other Business/Discussion Items:**
Meeting: 8th July, 9th September, 7th October, 11th November.

There being no further business, the meeting adjourned at 21.55pm

SMH
13/10/2021

Signed:
Jo Allen
Chair

Sarah Morgan-Harris
Parish Clerk